



Dear 2024 Juneteenth Street Festival Vendor,

On behalf of the Milwaukee Juneteenth Vendor Committee would like to thank you in advance for your participation. This year’s theme is “Juneteenth...Our History, Our Culture, Our Village” and we want everyone to be involved in Juneteenth because this is an historical holiday for all.

We appreciate you for being a part of making history as Northcott Neighborhood House presents the 53rd Juneteenth Street Festival. We are excited with your participation and look forward to another successful Juneteenth holiday experience. This year there is a Juneteenth Early Bird Registration opportunity, with a \$50 discount until April 30, 2024. Please take advantage and get involved early and save \$50.

The deadline for all vendor application and fees is Monday, June 3, 2023. Once the Juneteenth President and myself, review your information; you will receive an email confirmation. Vendors should know the space is 12 X 12. There will be a 2024 Juneteenth Vendor meeting at Northcott Neighborhood House; we will send you the date and time, as we get closer to June 19, 2024. Once again, we thank you and have a blessed and safe day!

Warm regards,

Tony A. Kearney, Sr.

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Northcott Neighborhood House Executive Director & Juneteenth President

Vanessa Johnson

Vanessa Johnson

Juneteenth Vendor Committee

Staff Support Contact: Vanessa Johnson, Development Director 414.372.3770 vjohnson@northcotthouse.org

“JUNETEENTH...OUR HISTORY, OUR CULTURE, OUR VILLAGE”
2024 Juneteenth Vendor Application, Rules, Agreement & Checklist

Set-Up 6:00am-8:00am

Festival 9am-4pm

Company Name:		
Address:		
City:	State:	Zip Code:
Contact Person:	Phone Number:	Email:

Please Check One Area:

Food Booth _____ **(Food Vendors Must Have the Temporary Food Stand Permit from the City of Milwaukee Before the Juneteenth Vendor Application Submission)**

Novelty Booth _____ Community Resource Information _____ Truck _____

What items will you feature & please share the price range?

Vendors Will Be Placed on A First Come, First Serve Basis

Juneteenth Early Bird Special Fee and Application received by April 30, 2024

Vendor Booth: **\$225** _____ Truck Space: **\$325** _____ Corporate Booth **\$450** _____

Fees Paid May 1, 2024 to June 3, 2024

Vendor Booth: \$275 _____ Truck Space: \$375 _____ Corporate Booth: \$500 _____

Have You Been a Vendor Before? _____ Yes _____ No If yes, where was your booth located?

Acceptable Forms of Payment: Debit/Credit Card (to pay online go to www.northcotthouse.org and click the Donate button write in the note section your organization's name and payment for Juneteenth vendor fee. **Money order and/or check can be mail or dropped off at Northcott Neighborhood House, Cash payments only accepted in-person at Northcott Neighborhood House. Application Completion: Please complete the application and pay the vendor fee,**

(No Refunds).

Name (Printed): _____ Title: _____
Signature: _____ Date: _____

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2024 Juneteenth Vendor Rules & Agreement

- Please be aware of the weather forecast and plan accordingly, Juneteenth occurs rain or shine.

- Vendors can begin setting up their booth at 6:00am. Vendor booth need to be set up by 8:00am and vehicle removed from the street. No vehicles will be allowed on the streets after 8:00am.
- The event begins at 9am and ends at 4pm.
- The breaking down time is at 3:30pm the festival ends at 4pm.
- Vendors space is 12 X 12; vendors must bring their own tents, covering, tables, display stands, tablecloths, chairs, change/coins/bills, generators and other items needed to successfully operate for the event.
- All vendors are responsible for cleaning up their area which includes, charcoal, grease and litter from their booth site.
- It is suggested that all vendors and team members wear mask and practice social distancing, if the COVID-19 level is risky.
- All vehicles will be towed, if found on the grounds in nearby alleys at the owner's expense.
- All vendors will stop selling and passing out information at 3:30 p.m.
- The Milwaukee Health Department and/or Police have the right to close down, if you do not have a permit.
- The Milwaukee Police Department reserve the right to escort vendors from the festival, if they are not in compliance with Juneteenth Festival Rules.
- Please make sure your list of items you are selling were correctly reflected on your application.
- All listed items must be reviewed and approved by the Juneteenth President; to be permitted to be sold.
- Juneteenth Day Street Festival will not allow anything to be sold with vulgar, offensive language or gestures. This includes t-shirts, pictures, mugs, posters, audiotapes, etc.
- **WE WILL NOT ACCEPT YOUR FOOD VENDOR APPLICATION, if you do not have the permit from the City of Milwaukee.**
- Food items require a specific permit from the City of Milwaukee Health and Licenses Department; it is your responsibility to get your permit. The phone number is **414.286.2238**.
- Food vendors, please read over the City of Milwaukee Health Guidelines.
- Vendors agree not to reassign, sublet or share any part of its assigned space with any individual, organization or group.

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2024 Juneteenth Vendor Rules & Agreement (continued)

- Any vendor who sublets or sells space will be removed from the Juneteenth festival grounds and all fees will be forfeited and they will not be allowed to participate in future years.
- All vendors will be assigned a specific location; you will be notified via email.
- All site assignments will be given out at the Juneteenth Vendor Meeting. Date to be Determined.
- Applications are subject to approval by President of the 53rd Anniversary Juneteenth Festival.
- Juneteenth Day Street Festival reserves the right to reject applications from concessionaires who have not followed our rules, in prior years.
- All vendors must pre-register and have the vendor application and fees paid in full. ***This fee is non-refundable, no exceptions.***
- Electricity and WIFI are not supplied for this event.
- All vendors must bring trash bags and trash containers to set up near their booth, again vendor’s areas must be kept clean throughout the day.
- Booths will be spaced apart and will be confirmed with the following criteria fulfilled.

- I, _____ (your name) hereby agree to indemnify and hold harmless the Northcott Neighborhood House, 2460 N. 6th Street, Milwaukee, Wisconsin 53212 and, its agents, volunteers and officers from any loss, liability, damage or costs, including court costs and attorney fees, that they may incur due to my participation in said activity, whether caused by negligence of Vendor/Releaser or otherwise. I understand that the Northcott Neighborhood House does not provide any insurance coverage for vendor participants for any circumstances arising from their participation in this event or any activity associated with or facilitating that participation. I agree to abide by all of the 2024) Juneteenth Vendor Rules, once this application and agreement are signed, please keep a copy of all signed documents for future reference.

Name (Printed): _____ Title: _____

Signature: _____ Date: _____

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2024 Juneteenth Vendor Checklist

What is needed for 100% compliance to be a 2024 Juneteenth Vendor

- Completed Juneteenth Vendor Booth or Truck Booth Application.
- Vendor Fee Paid in Full (100% Payment)
- Temporary Food Stand Permit must accompany all vendor food applications; from the City of Milwaukee Health Department.
- Vendor application approved and reviewed by the Northcott Neighborhood House Executive Director & President of Juneteenth, Tony A. Kearney, Sr.
- All Juneteenth Vendors are required to attend the Juneteenth Vendor meeting
 - a. Juneteenth Vendor Chairman, Vanessa Johnson and her team will provide important information and updates.
 - b. Northcott Neighborhood House team, and the City of Milwaukee Health Department and Milwaukee Police Department will also be present to answer questions.
- All paperwork and payment are due as soon as possible, no vendor applications will be accepted after Monday, June 3, 2024.